



Application for Employment

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Position Applied for

How did you hear of this opportunity?

Personal Details (Please write in BLOCK CAPITALS)

Title	Forename
Maiden Name	

Surname
Date of Birth

Present Address
Post Code

Previous Address (if lived at present address less than one year)
Post Code

Telephone No. (Home)
Telephone No. (Mobile)

e-mail address
Town and Country of Birth

National Insurance No.

Are you required to hold a work permit to work in this country?	YES / NO
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Current driving licence	YES / NO
Own vehicle	YES / NO
Is your driving licence endorsed?	YES / NO
If yes, please give details	
Number and ages of your children	

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Have you ever been convicted of an offence by a court of law?	YES / NO
Do you have any court orders against you?	YES / NO
If you answered yes to either of the above questions, please give details	

Do you have any limitations or disabilities that could limit your ability to perform this job?
Registered disabled number (if applicable)

Have you been employed by this company previously?	YES / NO
If yes, please give details	

Do you have any relatives or friends associated with this company?	YES / NO
If yes, please give details	

When free to take position?

Holiday Commitments :

Education

Dates From / To	Name and Address of Schools, Colleges, Universities	Examinations Taken (Give details and results)

Other specialist courses or training

Employment History (Most recent first)

It is essential that dates are continuous. If for any reason there are gaps between periods of employment, please explain here. If you have been self-employed, please give the names and addresses of two suppliers/companies with whom you have conducted business.

Dates From / To (Month and year)		Name and full address of Employer	Position Held	Salary	Reason for Leaving
From	To	Name Address			
		Type of business			
From	To	Name Address			
		Type of business			
From	To	Name Address			
		Type of business			
From	To	Name Address			
		Type of business			
From	To	Name Address			
		Type of business			

Business Interests

Please give details of any other business interest which you are directly or indirectly involved

Location

At which of the following branch(es) would you be able to work? (please circle)

Bedford Place
Southampton

St Mary's Street
Southampton

Lodge Road
Southampton

Thornhill
Southampton

Portswood
Southampton

Which days/hours are you able to work? (please circle)

Monday
AM PM EVE

Tuesday
AM PM EVE

Wednesday
AM PM EVE

Thursday
AM PM EVE

Friday
AM PM EVE

Saturday
AM PM EVE

Sunday
AM PM

Additional Information

a) Any further information you feel may support your application

b) Leisure interests

C) Ethnic Origin

White British
European

African
Hispanic

Asian
Oriental

Caribbean
Other (please specify)

Signature

To the best of my knowledge and belief the foregoing statements are true and correct. I understand that withholding or giving false

Signature

Date

information will lead to the termination of my contract or agreement. By signing this application, I hereby give you permission to check my credit details before and, upon my acceptance of an offer of position, to obtain references from previous employers.

Now please return this form to any branch of Atlantic Dry Cleaners or post to:

**Personnel Department
Atlantic Dry Cleaners & Tailors
49/50 Bedford Place
Southampton
Hampshire

SO15 2DG**